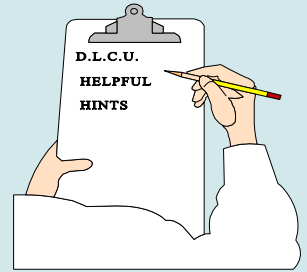


LCU HELPFUL HINTS FOR METER INSTALLATIONS

Listed below are steps you can take to help your installation go smoothly:



- ✓ Make sure information provided on your application is complete and accurate. (i.e. strap number, address, lot number, and phone numbers)
- ✓ The lot is well marked with a stake indicating the lot number and building permits are readily visible. Additional trip charges may be assessed if the lot cannot be easily located & ready for meter installation.
- ✓ There is a meter box on the site or your preferred location for the meter placement is provided and staked.
- ✓ Meter boxes & lids should be intact and in good condition. All applicable piping should be installed in the meter boxes per Lee County Utilities Design Manual standard drawings. (LCU Design Manual is available online at <http://www.lee-county.com/utilities>)
- ✓ Debris, shrubs & plants or building materials are not within 10 feet of the meter installation location.
- ✓ Backflows prevention devices are required on all commercial meters and any residential meters where a secondary source of irrigation water is available. (i.e. effluent water or a well)

ADDITIONAL INFORMATION THAT MAY BE OF ASSISTANCE TO YOU

Upon request, we will hold a new installation work order; however, it could take approximately four to six weeks to have your meter installed. **WHEN YOU WISH TO HAVE THE WORK ORDER ISSUED TO PROCEED WITH INSTALLATION, YOU MAY CONTACT OUR OFFICE AT (239) 533-8160.**

Reimbursement of installation fees paid will be refunded only if installation does not occur. Lee County Utilities will need the original receipt and a written request to process your request. If you should have questions, please feel free to call LCU at (239) 533-8160.

The first bill for every new account will reflect a \$45.00 initial service charge. This is a water service fee for obtaining a beginning meter read and establishing billing and account records.

Accounts are billed monthly. Bills not paid by the date due as shown on the bill are considered late. Payments "in the mail" do not constitute payment. When accounts are turned off for nonpayment, a reconnection service charge will be due.

All commercial locations must have backflow prevention devices installed prior to meter installations.

Per Lee County Utilities Design Manual:

"Any customer, as deemed necessary by Lee County Utilities, shall have appropriate and approved operating backflow prevention device(s) in accordance with Section 5.6. Customers are responsible for the installation and maintenance of backflow prevention devices. Any backflow prevention devices not installed and operating properly shall constitute grounds for immediate water disconnection.

All backflow prevention devices shall be inspected and tested initially annually by a LCU approved Certified Backflow Prevention Device Technician, currently registered with Lee County Utilities."

LCU Phone Numbers

Cross Connection Control Program Manager	New Meter Installations, Sewer Location & Fees	Customer Service & Billing
Phone (239)533-8181	Phone (239) 533-8160 Fax: (239) 485-8399	Phone (239) 936-0247 Toll Free 1-800-485-0214